

## **2008 HOUSING TAX CREDIT DESIGN STANDARDS**

### **Introduction**

The Housing Tax Credit Program is the longest running public/private affordable housing program in our nation's history. It is the primary form of federal assistance available today for the production of affordable housing. We attempt to leverage housing tax credits and other public, private, and philanthropic funds for more quality, sustainable, affordable rental housing units. We encourage developers, architects, contractors, and local building and zoning officials to utilize their creative and technical talents to develop family friendly housing and site plans that will help contain the costs of the production of this much needed affordable housing.

### **General Design Requirements**

- All developments must comply with all applicable codes, rules and regulations, mandated by the funding sources, including but not limited to:
  - Minnesota State Building Code (International Building Codes as have been adopted by the State, including the Minnesota Amendments), even in municipalities and cities where the State Building Code has been rescinded.
  - Minnesota Housing Accessibility Requirement.
  - Fair Housing Act (for accessibility) must be complied with as prescribed in the current edition of *Fair Housing Act Design Manual*, as published by US Department of Housing and Urban Development.
  - Federal Section 504 must be followed through, when funded by United States Department of Housing and Urban Development (HUD), United States Department of Agriculture (USDA) (for rural housing) and United States Department of Health and Human Services (HHS) (for transitional housing).
- When a tax credit development receives a Minnesota Housing Finance Agency (Minnesota Housing) first mortgage and/or a significant percentage of its funding from Minnesota Housing deferred funds, the development is subject to an additional Minnesota Housing design review for the compliance with the Minnesota Housing Multifamily Housing Design Standards (MMHDS). When a tax credit development receives a smaller percentage of funding from Minnesota Housing deferred funds without a Minnesota Housing first mortgage, the applicability of MMHDS is solely determined by Minnesota Housing. The development must comply with any additional requirements imposed pursuant to such review. The Standards can be found at:  
<http://www.mnhousing.gov/housing/architects/multifamily/index.aspx>.

When state funds are involved, additional design requirements shall include, but are not limited to, the state statutory requirement for single family homes, duplexes, triplexes and multilevel townhomes to comply with the Minnesota Visitability Requirements. The Visitability Standards are found at:  
<http://www.mnhousing.gov/housing/architects/multifamily/index.aspx>.

- Additional design requirements will also be imposed if a developer claims and is awarded Large Family Points on the HTC Self-Scoring Worksheet.
- Additional design requirements will also be imposed if a developer claims and is awarded points on the HTC Self-Scoring Worksheet, which require the development to include specific design elements (e.g. High Speed Internet.)

### **Minnesota Housing Accessibility Requirements**

On June 25, 1998, the following accessibility policy was adopted by Minnesota Housing:

1. This revision applies to all new construction multifamily developments with four or more dwelling units financed by Minnesota Housing and for all housing tax credit developments where the tax credits are secured by Minnesota Housing allocation. This excludes tax credit developments where the tax credits are wholly provided by suballocators in the State, and Minnesota Housing is not providing financing.
2. When there are other applicable accessibility regulations/codes and there is a different requirement, the most stringent must be complied with, and all the applicable regulations/codes, including this Minnesota Housing Accessibility Requirement, must be complied with.
3. A minimum of 3 percent of the total units (with its fraction rounded up) in the development, but not less than the State Building Code provisions, must be designed and constructed to meet the accessibility requirements of the State Building Code. This 3 percent requirement applies to two story townhouses as well as other types of housing.
4. An accessible unit is defined as having either:
  - For two-story townhouses:*
    - At least two bedrooms on grade level along with the entrance, kitchen, living room, and a full or  $\frac{3}{4}$  bathroom, or
    - The entire unit on grade level as a one-story unit.
  - For multi-story apartment building:*
    - The unit must be on a floor with an approved accessible route, either on grade or involving elevators. If such unit is a multi-level unit, at least two bedrooms along with the entrance, kitchen, living room, and a full or  $\frac{3}{4}$  bathroom must be provided on the same floor, if not all the floors are accessible.
5. When a given development has federal funding included in the development cost, the developers are required to provide compliance with the applicable federal accessibility requirements. Such compliance is entirely the developer's responsibility.

**Design Requirements for Large Family Housing Points**  
**(must be met when Large Family Points are awarded for development selection)**

**To Qualify for the Selection Priorities Item 1. Large Family Housing for 10 points, the following minimum room dimensions must be complied with:**

- For the living room -- 11 feet 6 inches.
- For the bedrooms – 9 feet 6 inches; and 100 sq. ft. in area.

## **Recommendations for Material Selection**

For the long-term viability of housing provided through the use of tax credits, we would like to emphasize the following important points.

1. Be conscious of the lasting impact of the materials selected within your proposal. The materials selected should ideally serve the longest reasonably expected term. This is to minimize the unnecessary upkeep and replacements, which frequently reduce development equity.
2. Minimize the impact the development might have on the surroundings. Particularly the negative ones. Minimize the pavement areas, building footprints, and increase green open spaces.
3. Consider the sustainability, or green building concept, when selecting the building materials.
4. Strive to reduce the waste of construction materials.

With these points in mind we have made a list of what we consider 'good materials choice' and recommend them highly for your consideration. Any material not listed in this list, when deemed to have merit, may be allowed. Please contact the tax credit staff at Minnesota Housing for their opinion and experience.

All manufactured building materials must be installed in accordance with the manufacturer's recommendations.

### **Exterior Envelope**

- Roofing
  - Shingle Roofing
    - ◆ 235 lb. seal tab type over 15 lb. felt, with a minimum of 25-year product warranty.
    - ◆ Ice dam shield must be provided with one layer of 40 lb. roll roofing, or 40-mil self adhering modified bitumen membrane, extending from eave to 4'0" past face of exterior wall.
    - ◆ Galvanized iron valley and flashing, 24-gauge minimum.
  - Built up roofing, 4-ply
  - Membrane roofing, 60-mil EPDM
  - Rubber membrane roofing, allowed only with a 20-year warranty.
- Prefinished galvanized iron parapet cap flashing
- Prefinished soffits with ventilation

- Exterior Siding
  - Vinyl siding with 42-mil minimum thickness
  - Steel siding
  - Masonry – face brick, brick panels, architectural CMU
  - Fiber cement board siding
  - Stucco on metal lath
  - Architectural precast concrete panels
- Air infiltration barrier
 

On all areas of the exterior wall, provide an air infiltration barrier including the attached garage walls.
- Window
 

Vinyl windows approved by Minnesota Housing may be found at:  
<http://www.mnhousing.gov/housing/architects/multifamily/index.aspx>.

Note:  
 Test size is a critical factor in determining compliance with Minnesota Housing's window performance specification (MHFA 08630-01). If the size of window product selected for a particular development exceeds the AAMA/NWEDA Residential Gateway test size used in determining compliance with the Minnesota Housing's specification, a larger specimen size must be tested for compliance. It is the responsibility of the Owner or Owner's designated Agent to verify that all windows used on a particular project meet Minnesota Housing's requirements.

  - Aluminum windows – having the same thermal and infiltration performance standards as Minnesota Housing's approved vinyl windows.
  - Clad windows – having the same thermal and infiltration performance standards as Minnesota Housing's approved vinyl windows.
- Door
  - Overhead doors – embossed steel panel doors without insulation.

#### Interior Finishes and Materials

- Flooring
  - Carpet
    - ◆ Within the dwelling unit
      - 26 oz. minimum, 100% nylon, continuous filament type
      - Other type recommended include Berber type with blended fiber
    - ◆ Within shared or public area
      - 30 oz. minimum, 100% nylon, continuous filament type
  - Resilient Flooring
    - ◆ Vinyl tiles of 1/8" vinyl composition tile, color and pattern full thickness.
    - ◆ Sheet vinyl over wood product underlayment for bathrooms.
  - Ceramic tiles
  - Terrazzo

- Painting
  - One primer and two finish coats.
  - Interior drywall must have washable finish of two-coat application.
- Kitchen and vanity cabinets
  - Cabinets with hardwood frames, hardwood veneer panels, with plywood, hardwood or plastic laminate on particleboard doors and drawers.
- Window sills
  - Cultured marble
  - Plastic laminate
  - Hardwood